



# Rockport Millbrook Meadow Committee

P.O. Box 51, Rockport, MA 01966

[www.millbrookmeadow.org](http://www.millbrookmeadow.org)

*Charmaine Blanchard  
Marcia Lombardo, Treasurer  
Aileen Morrissey  
Frederick H. Tarr III*

*Samuel W. Coulbourn, Chair  
Shannon Mason, Vice Chair  
Barbara Sparks  
Stephanie Woolf*

## Minutes of Meeting Wednesday, November 12<sup>th</sup>, 2014 Trustees' Room, Rockport Public Library

**7:00 p.m.** Chairman **Sam Coulbourn** called the meeting to order. Members present: **Marcia Lombardo, Shannon Mason, Aileen Morrissey, Barbara Sparks, Stephanie Woolf, Charmaine Blanchard** and **Ted Tarr**. Also present were **Gunilla Caulfield**, Trustee of the Lura Hall Phillips Trust; **Eric Hutchins** and **Laura Hallowell**, Advisors to the Rockport Millbrook Meadow Conservancy (RMMC), **Frank Hassler**, Advisor to the MMC/DPW Liaison Team, **Marty Coulbourn**, RMMC Board Member, and **Quenton Hurst**, NOAA Intern with Eric Hutchins. [Note: Quenton is a Rockport High School Senior. His project centers upon eel sampling in the Meadow and Pond. He will give MMC a slide presentation in the spring, along with recommendations for involvement of future high school students with planning and action in the Meadow.]

**1. Public input.** Chairman Coulbourn called for public input; there was none.

### **2. Committee Business: Treasurer's Report**

Marcia reported that there was one bill, for HarvestFest, from Shannon, for \$27.40. She moved that it be paid. Stephanie seconded, all voted to approve. Marcia then reported that the Committee netted \$286 in sales and 50-50 Raffle at HarvestFest. MMC thanks Shannon for her work in organizing and setting up our tent for HarvestFest, and thanks to all members and one Friend (Lisa Glover) for helping man the booth.

**Minutes** for October 8<sup>th</sup>, 2014 were approved.

**3. Master Plan.** Discuss Master Plan furnished by Milone & MacBroom. [Barbara] Barbara introduced the discussion on the Master Plan.

- a. Does the Plan reflect our Vision for the park? Will this document guide decisions both now and in the future so that we won't have to start over? A Master Plan can serve as a guide for many years to come.
- b. If you had to prioritize, what are the absolute "must-do now" parts of the project?
- c. Are there any items you would NEVER want to see in the park?

Members asked to go through the whole Master Plan and discuss each item separately. Notes on decisions and comments for each item are contained in attachment ‘Master Plan MMC Select 11-12-14’

**4. Update status of Millbrook Meadow Restoration.** Barbara reported that Frank, who was present at the meeting, had arranged a meeting Nov. 14 with the leaders of the Finance Committee, Capital Improvement Planning Committee, Community Preservation Committee and DPW to discuss methods of funding the construction portion of the Meadow Restoration. Shannon will obtain names and contact information for MMC to arrange meetings soon with key boards and committees, in order for us to discuss plans for the Restoration with them. Eric asked what our projected time was for start of construction. Barbara said that we are currently looking a starting in spring, 2016.

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**5. Fundraising Sub-Committee, publicity and community outreach.** Owing to the lateness of the hour, members agreed to table this item for the December meeting. Shannon will arrange a meeting with the Fundraising Sub-Committee. She asked for volunteers to join in the fundraising effort; Marty Coulbourn and Aileen Morrissey volunteered.

**6. New Business.** Charmaine brought up a statement from a teacher, Carolyn McWilliams, who has reviewed the draft Master Plan, and noted that there seemed to be no provision to cope with future inflows of road sand and other particulate into the Pond. Charmaine has discussed this with Tim Olson of DPW, who told her that DPW would soon install a sediment separator in the upstream Mill Brook. Members agreed that this should be brought to the attention of MMI (the Restoration Contractor) and also discussed with DPW. Sam noted that construction of a StormCeptor (sediment separator) has long been part of the plan for renewal of the MBTA Station, but still remains unfunded.

**7. Set Next Meeting: Wednesday, December 10, 2014 at Trustees’ Room, Rockport Public Library.**

**8. Adjourn 9:40 p.m.**

**Approved:**

**Samuel W. Coulbourn**

**Enclosure: ‘Master Plan MMC Select 11-12-14’**

**Copy to: Town Administrator  
Director of Public Works  
Conservancy Board and Advisors  
Conservation Agent  
Walter Hess, Finance Committee  
DPW Commissioners**